



Foreign Affairs Manual

3 FAH-1 Personnel Operations Handbook

Change Transmittal: POH-158

Date: June 28, 2013

3 FAH-1 H-1110 DEVELOPMENT OF NEW AND REVISED PERSONNEL ISSUANCES

3 FAH-1 H-2350 PERSONNEL RECORDS

Changes

1. This Change Transmittal issues an administrative change initiated by the Office of Directives Management. These changes are related to RM's reorganization from the Bureau of Resource Management (RM) into two bureaus: The Bureau of Budget and Planning (BP) and The Bureau of the Comptroller and Global Financial Services (CGFS).
2. If this issuance changed less than half the words, we formatted the change text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).
4. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

Filing Instructions for Paper Copies

1. Remove and discard old subchapter 3 FAH-1 H-1110 (CT:POH-150, 12-09-2011) and replace it with revised subchapter 3 FAH-1 H-1110 (CT:POH-158; 06-28-2013).
2. Remove and discard old subchapter 3 FAH-1 H-2350 (CT:POH-137, 06-

09-2009) and replace it with revised subchapter 3 FAH-1 H-2350 (CT:POH-158; 06-28-2013).

3. After inserting the handbook in the binder, insert this change transmittal immediately following the CT checklist, then fill in the entry line for CT:POH-158, and initial.

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